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CHIVE/C-136-66
1 July 1966MEMORANDUM FOR: Director of Central Reference
Director of Computer Services

25X1A

SUBJECT : CHIVE Newsletter, June 1966

o Management

1. The CHIVE management information reporting system, based on a brief formatted report designed for prompt concise communication of important task events, developments, and projections to support CTF management control and planning, was tested and established as a bi-weekly (every other Friday) reporting program. Should the situation become more pressing in coming weeks, the D/CTF will convert it to a weekly reporting program.

2. CTF management is gearing its resources for possible support of certain higher level plans and tasks currently underway or under consideration, necessitating tighter planning, scheduling, and control, both de facto and contingency.

3. Principal personnel developments occurring in June were:

a. [] resigned, effective 18 June 1966;

b. [] was named Chief, IPS (Integration and Plans Staff);

c. [] was assigned to the IPS, retaining chairmanship of the MIS (Management Information System) Task Team;

S-E-C-R-E-T

GROUP I
Excluded from automatic
downgrading and
declassification

S-E-C-R-E-T

- 2 -

25X1A d. [] was assigned to support the Customer Requirements and Relations task and the MIS task;

25X1A e. [] who is to leave the CTF for a new assignment on 15 July, will be replaced on the Forms Design task by []

f. Secretaries [] and [] joined the CTF.

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4. Working displays of the Milestone Network and Gantt charts, designed by IPS, will be completed by the OBI visual aids shop no later than 8 July and put in operation by 12 July in the CTF Conference Room. These management tools are designed to provide an immediate and current visual communication of the status of CTF operations. The displays are flexible and can be modified for use in future phases.

5. The IA/CI training plan is nearing full implementation, the latest developments being:

a. Orientation reading lists and film lists are ready for inclusion as attachments to the training plan;

b. OTR prepared and submitted an excellent basic China Reading Course;

c. The OTR Language School has agreed to tailor a two-phase familiarization course to orient IAs and CIs on Chinese language problems, including Wade-Files, STC, and Pin-Yin. G?

6. The System Test Plan Task Team met three times during June to discuss test philosophy and concepts, identify matters requiring D/CTF decisions, outline a course of development action, and define objectives and subsystems. Progress is satisfactory.

o Systems Design

7. Except for monitoring and testing, the Security Procedures Task was essentially completed in June. Approval was obtained from the Office of Security (OS) and SPINT

S E-C-R-E-T

S-E-C-R-E-T

- 3 -

25X1A

Staff to test the augmentation solution (see CHIVE/W-14-66) during Phase IV. Working papers on CHIVE physical security, personnel security, and on Top Secret Controls (CHIVE/W-21-23-66, respectively) were published. SPINT and OS were briefed on, and concurred in, CHIVE EDP security by [redacted]

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8. Indexing and keypunching of about 75-100 China documents per day has been underway since early June, from which a sample SKAN (Subject Keyword Announcements) index will be derived to show China Task Force analysts (about mid-July) for evaluation of coverage, format, use, timeliness, etc. If SKAN is approved by the China analysts and OCR management, regular weekly publications (Wednesdays) will begin the latter part of July.

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9. The CHIVE Chicom Location Dictionary progressed via [redacted]

entries, which was produced and corrected. SR entries were transcribed, merged into a combined listing including the above files, and final corrections were made. Barring unexpected programming delays or problems in obtaining machine time, the dictionary should be completed by 1 August.

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10. Chapters 2-4 of the CHIVE Subject Dictionary have been revised, while Chapters 1-4 are now ready for final typing. Function codes have been assigned to China organizations controlled (EAM or manually) by [redacted]

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11. The CHIVE Chicom Organization Dictionary is slightly ahead of schedule at this point. Transcription is completed for about 90 percent of the organizations contained [redacted] manual file, and CHIVE location codes have been assigned to organizations controlled by [redacted] whose merged organization listing (ordered on function code within city name) will be received soon.

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12. Modification and testing of the initial CHIVE input forms printed by PSD continues. The forms indexing manual, pending modifications relative to the system flows and dictionary tasks, has been completed.

S-E-C-R-E-T

S E C R E T

- 4 -

25X1B 13. The data collection effort on Phase II of the [] Requirements Study was completed, and the final report on the task will be published late in July.

14. Data collection for development of the Management Information System (MIS) was completed with the survey of an Air Force system; eight such MIS's were investigated. Concentrated design efforts and consultation with other task teams and OCR management will begin about 11 July.

15. Except for the table of processing criteria, the China Catalog was completed with the typing of the codeword list, and revision of the non-codeword list is completed and in typing.

25X1B 16. The Map Library/OBI has agreed to the proposals of CHIVE's Maps and Graphics Task Team concerning the first phase procedures for integrating map index records into CHIVE, but took exception to assuming the clerical burden of transcribing map index records on to CHIVE's Page Reader forms as prescribed for the follow-on implementation phase. 25X1B [] Recommendations on the method to be followed for integrating and ground photos into the CHIVE System are in the final stage of preparation.

25X1B 17. Query procedures papers on interrogating [] 25X1B inherited files are in the second draft stage and will be submitted to the respective Registers for review in July. Documentation on SR is being reviewed prior to visiting this component.

18. The Systems Flow and Transactions Task Team submitted its second and final flow chart of the major input functions on 9 June and is now working full time on detail charts for Repository (R) and Non-Repository (NR) documents, due 1 July.

25X1B 19. An organizational plan for COG will be prepared after a series of visits to SR by [] Study tours of 25X1A [] FIB have been completed.

20. Plans are underway to convert to machine readable

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OCI, DD/I Research Staff, State/INR, and elsewhere with

S E C R E T

S-E-C-R-E-T

- 5 -

a bank of information on the Soviet [redacted] serve as a research tool for statistical manipulation, inference generation, and data retrieval. Initial software support will be derived from the Formatted File System. Potential users of the file within the DDI, ONE, and State have been briefed in order to obtain their suggestions as to the nature and scope of [redacted] to be included in the file.

o Program Design

21. Page Reader acceptance testing began as of 27 June after several optical and mechanical problems were resolved.

22. Sample program driving tables, i.e., Input Set Description, Line Groups, and Input Group Description, have been prepared and assembled on the System/360 to determine relative core size and logical organization.

23. Activity on the Executive, I/O, 360 Interface concentrated on testing features of the Operating System/360 and initial design of the File Description Table (FDT). Tentative decisions reached on the design of the FDT will be tested for feasibility during July.

24. Programming support for Phase I of the SKAN system has been completed. Production runs of the system are in progress.

o Automatic Language Processing

25. The level 10 update of the Steno Dictionary completed this month provided a track tape from which [redacted] made two new steno discs.

26. The first production runs with the new discs (183 series) showed some improvement over the previous series (182 series).

27. Steno lexicographic work during June totalled over 1,000 entries. In addition, a new addenda and errata file was created for the level 09 dictionary.

[redacted]
Director
CHIVE Task Force

S-E-C-R-E-T